

## VSH Governing Body Meeting Minutes

February 20, 2008, 1:30 pm

Nursing Classroom, 5 South Building

**Type of meeting:** Oversight

**Facilitator:** Michael Hartman, Commissioner of Mental Health

**Note taker:** Denise McCarty

**Governing Body Members:** Dr. William McMains; Beth Tanzman, Deputy Commissioner of Mental Health; Patrick Flood (Designee for Secretary Cindy LaWare); Ann Moore (President of NAMI-VT); Terry Rowe, Dr. Tom Simpatico

**Attendees:** Jessica Oski, Scott Perry (for partial meeting), Lawrence Thomson, Ph.D. (for partial meeting)

**AGENDA TOPICS: EXECUTIVE DIRECTOR'S REPORT; MEDICAL DIRECTOR'S REPORT; QUALITY MANAGEMENT REPORT; REVIEW AND APPROVAL OF MINUTES; OTHER BUSINESS; PUBLIC COMMENT**

### **Discussed: Executive Director's Report (with Terry Rowe)**

Terry discussed renovations at Vermont State Hospital. TR stated that she reviewed the proposed renovations to the Storehouse, Dale, and 5 South Buildings with the Adult State Program Standing Committee prior to authorization of the work. TR also reviewed the renovations with the VSH patient advisory council and at a Therapeutic community meeting with patients on Brooks 2. Renovations have now begun.

TR presented a draft of a VSH Mission, Vision and Values statement to the GB. TR stated that she presented the draft Mission, Vision, Values statement to the Adult State Standing Committee at their February meeting and will review it again for final input at the Standing Committee's March meeting. Dr. McMains asked if Terry could research the meaning and appropriate use of the phrase "Center for Excellence" in the Vision Statement before we put it in the final version. Dr. McMains, Commissioner Hartman, and Ann Moore endorsed a more specific Mission Statement that speaks to the unique role the VSH performs in the continuity of care. Terry will review the input gathered with the VSH Leadership Team and will bring a final version of the Mission, Vision, and Values statement to the March Governing Body meeting for approval. TR gave an overview of some of the Joint Commission requirements one of which is the requirement for contract monitoring. TR reviewed current VSH contracts.

(End of Executive Director's Report)

### **Discussed: Medical Director's Report (with Dr. Thomas Simpatico)**

Tom handed out the latest version of the Medical Staff Bylaws for the members to review. These bylaws are in draft form only and are not being approved today. TS reviewed some newly created medication order forms, practice guidelines and physician tracking information with the members. TS mentioned that Dr. Malloy and Dr. Novas-Schmidt have cut back their hours and that Dr. Duncan's leave of absence is still pending. TS is working with existing staff and tapping outside sources to craft a solution for physician coverage.

(End of Medical Director's Report)

### **Discussed: Approval of Meeting Minutes**

The January 16th meeting minutes were reviewed by committee members. Beth Tanzman moved to accept the minutes as presented. Ann Moore seconded the motion. All in favor of accepting the minutes as presented. Motion passed unanimously.

**Conclusions: The 1/16/08 meeting minutes were approved**

**Action: BT motioned to accept the minutes, AM seconded the motion, motion passed unanimously.**

**Person responsible: BT/AM**

**Due Date:n/a**

**Discussed: VSH Positive Behavior Supports Policy (with special guest, Lawrence Thomson, Ph.D.)**

Dr. Lawrence Thomson gave a thorough overview of the Positive Behavior Supports Policy and described current behavioral interventions and how this policy assists with that process. This policy was drafted with help from Dr. Amanda Goza who works at Northern Virginia Mental Health Institute. Discussion followed.

Dr. McMains motioned to accept the Positive Behavior Supports Policy. Ann Moore seconded the motion. All in favor. The motion was unanimously approved.

**Conclusions: VSH Positive Behavior Supports Policy was approved.**

**Action: WM motioned, AM seconded the motion, motion passed unanimously**

**Person responsible: WM and AM**

**Due Date:n/a**

**Discussed: Quality Management Report (with Scott Perry)**

Scott provided patient and staff injury data, variance, and patient grievance information. SP also provided restraint and seclusion data and Emergency Involuntary Medication data. Discussion followed (copies of these handouts are available by request).

SP handed out a DRAFT Patient Debriefing following Emergency Involuntary Procedure form. This form is in draft phase until approved. In addition, SP provided copies of the current staff debriefing form following EIP.

(End of Quality Management Report)

**Discussed: Public Comment**

There were no members of the public attending the meeting.

The meeting adjourned at 3:40 pm. The next Governing Body meeting will be on **Wednesday, March 19, 2008 at 1:30 pm.**

Respectfully submitted,

Denise McCarty  
Minute Taker